

COUNCIL MEMBER STEVE LEAL
CITY OF TUCSON - WARD 5 COUNCIL OFFICE

FACSIMILE TRANSMITTAL SHEET

TO:	FROM:
Shirley Scott, Jose Ibarra, Karen Thorsen, Jim Kuliesh	Dee Roberto for Steve Leal
COMPANY:	DATE:
	07/01/03
FAX NUMBER:	TOTAL NO. OF PAGES INCLUDING COVER:
PHONE NUMBER:	SENDER'S REFERENCE NUMBER:
RE:	YOUR REFERENCE NUMBER:
Best Practices List for Special Economic Development Subcommittee Meeting 7/2/03	

☐ URGENT ☐ FOR REVIEW ☐ PLEASE COMMENT ☒ PLEASE REPLY ☐ PLEASE RECYCLE

NOTES/COMMENTS:

Attached is the information for your review prior to the Special Economic Development Subcommittee Meeting tomorrow (7/2/03) at 4:45 p.m. at Mayor & Council Chambers. Thanks.

Best Value Bidding System for Public Construction Contracts

It is the Policy of the City of Tucson that it will be best served, when contracting for construction services, by using a best value approach to the award of contracts. Factors other than price may warrant award of construction project contracts on a basis other than the lowest bid

When deciding to award a contract, all evaluation factors that will affect the contract award shall be clearly stated in the solicitation for best value bid. The solicitation shall state all evaluation factors other than cost or price. This process allows the City of Tucson to accept other than the lowest price bid when the benefits of a higher priced bid merit the additional cost, thereby resulting in the greatest overall benefit to the City of Tucson. Accordingly, the following procedure, utilizing the best value approach, shall be used in determining the selection of the successful bid for a construction contract awarded by the City of Tucson

- 1. Adequate public notice of the best value solicitation of bids shall be given**
- 2. At bid opening, the only information that will be released is the names of the participating bidders. Cost information will be provided after the ranking of bidders and the issuance of award.**
- 3 The best value solicitation of bids shall use the factors enumerated below, each of which is entitled to one point in the determination of award. Each of these factors will also be considered for all subcontractors who will be used by the bidder on the project. Cost, or price, must be a factor in the determination of award. The bid evaluation factors to be considered shall include, but are not limited to, the following, as determined by the contracting agency in its sole discretion and not subject to protest**

- A. Price;
- B. The quality of construction services to be provided by the bidder, based on its prior record of performance as to:
 - i. Timely completion of projects
 - ii. Completion of projects on or under budget
 - iii. Actions taken against the bidder by any court or governmental agency;
- C. Ability of the bidder to meet construction schedules imposed by the agency;
- D. Adequacy of financial resources to perform the contract;
- E. Expertise and experience of the bidder in the construction industry;
- F. Expertise and experience of the bidder on similar projects;
- G. Existence of a formal apprenticeship training program pursuant to standards established by the U.S. Department of Labor;
- H. Ability of the bidder to provide a safe project, including the existence of an established safety training program and a formal safety supervision program for the project;
- I. Agreement to pay prevailing wages, including the bidder's record of payment or non-payment of prevailing wages on past projects;
- J. Agreement that all labor on the project shall be covered by an approved family health insurance plan;
- K. Agreement that all labor on the project shall be covered by an approved pension plan;
- L. Ability of the bidder to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the project;

- M. Ability of the bidder to assure the absence of work stoppages or lockouts for the duration of the project; and**
 - N. Commitment that a minimum of 75% of the workers on the project shall be Pima County residents**
- 4. Discussions may be conducted with the apparent responsible bidders to assure understanding of their best value bids.**
 - 5 Bids shall be evaluated by using the criteria stated above. All evaluation factors will be considered in determining the numerical score for each participating bidder. Once the evaluation is complete, all responsive bidders shall be ranked from most advantageous to least advantageous to the City of Tucson, in accordance with the procedure.**
 - 6 Award must be made to the responsive and responsible bidder whose bid is determined, in writing, to be most advantageous to the City of Tucson, taking into consideration all evaluation factors set forth in the best value bid. The contract file shall contain the basis on which the award is made, and must be sufficient to satisfy external audit**

ADDENDUM

Best Value Bidding System for Public Construction Contracts

All sealed bids must include subcontractor's name and license that exceeds 10% of total bid.

ATTACHMENT A

Disclosure Sheet

Each bidder shall be required to disclose to the contracting agency the following information:

1. Debarments or suspensions by any government agency from public contracting;
2. Defaults, cancellations or terminations for cause on any contract;
- 3 Findings of non-responsibility by any government agency;
4. Findings of violation of any administrative, statutory or regulatory provision;
5. Pending, or previous, civil, criminal or governmental investigations of the bidder, and the result of such investigations;
6. Revocations of any permit or license issued to the bidder;
7. Sanctions imposed on the bidder with respect to its permits or licenses;
8. Instances where the bidder was unable to obtain bonding;
- 9 Instances where the bidder was subject to any government judgement or lien;
10. Identities of all owners, officers, affiliates, parents, subsidiaries and controlling or controlled entities of the bidder;
11. Identities of all subcontractors proposed for the project; and
12. All previous contracts performed by the bidder for the City of Tucson.